

THE HAVENS COMMUNITY COUNCIL CYNGOR CYMUNED THE HAVENS

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THE MINUTES OF THE ANNUAL MEETING HELD AT BROAD HAVEN VILLAGE HALL, 7 MAY 2019, AT 7 PM

PRESENT

Cllrs Charlotte Alexander, Mark Burch(Chair), Gillian Collins, Matthew Ford,, Byron Grey (Youth Representative), Joan Phillips, Carys Spence, Connie Stephens, Ian Whitby (Vice Chair), Peter Morgan (County Councillor, Christine Lewis (Clerk/RFO), Emma Pritchard (Volunteer Diary/Facebook).

MEMBERS OF THE PUBLIC

Jim Garner, Paul Morris, Eric Mock, Julian King-Harries

APOLOGIES

Cllrs David Faulkner, Susan Reynolds,

ADOPT MINUTES FROM PREVIOUS MEETING

The minutes were signed by Cllr Mark Burch (Chair), as a true record of the meeting held on the 2 April 2019.

DECLARATION OF INTEREST

Cllrs Ian Whitby, Connie Stephens, Charlotte Alexander (Village Hall Committee), Cllr Matthew Ford (Football Club), Cllr March Burch (Playgroup).

MATTERS ARISING

Point of Order /Honesty Box Funds

The Clerk raised the point that a decision was made at the last meeting to split the proceeds from the Honesty Box between all groups. However, due to the number of Councillors being connected to the Community Groups applying for the funds the Council failed to meet the quorum laid down in the Standing Order and, therefore, was left without the power to make that decision.

A couple of suggestions were put forward by those Councillors not connected to any of the Groups. This included a rota of all groups in the community taking their turn to have the funds, groups applying for funds for specific items or spreading the funds across all groups.

Cllr Mark Burch (Chair) asked the Clerk to contact the Monitoring Officer for advice on the way forward in this instance.

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Cllr Ian Whitby [Chair]

Trafalgar Terrace Notice Board and Parking Plans

A copy of the suggested Notice for the Car Park was circulated for discussion. However, some Councillors and residents did not consider it accurately reflected the discussions at the previous meeting.

Residents stated they were pleased to see the area cleaned up and congratulated the Council on their good work. However, concern was expressed that as it did not state it was not a public car park this might increase the number of cars on the road to the car park.

Mr Eric Mock gave the meeting some background information on how the car park was originally created and Mr Jim Garner requested the Planning Permission was checked as he thought permission was originally given for the use of residents only. However, the Council had a copy of the Permanent Planning Permission granted in 2003 and this contained no restrictions on who could use the car park. In view of the queries put forward by the residents attending, Cllr Mark Burch agreed to check if there was any further documents on the Car Park.

During the discussions a number of conflicting suggestions were put forward, one we should formally charge for the six weeks summer holidays, two we should remain with the Honesty Box System, three we should say it is not a public car park, four we should give a guide as to how much user's donations should be, five, we should leave it up to the users as to how much donation they wished to give, if any.

Cllr Mark Burch pointed out that it is important for there to be a yearly maintenance contingency put aside in order that we should not have to find another £30,000 plus to resurface the area again in 15 years time.

Councillors felt that there was a need to get more feedback from the wider community before making any further decisions and also asked the Clerk to contact Highways as to any legal wording that should be on the Notice Boards.

Footpath Extension

Requests were made last month that the new footpath should be extended to the top of the village and County Councillor Peter Morgan discussed this with Pembrokeshire County Council who have agreed to add this to their work Schedule for the following year.

Social Media Policy

The Clerk circulated the Social Media Policy for review. There were no suggestions put forward for changes.

For those who had recently joined the Council the Clerk introduced Emma and explained she had been running the Council Facebook Page for the last five years and she also produced the monthly Diary along with another volunteer, Gill Chapman.

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Cllr Ian Whitby [Chair]

Emma explained that she would post information of interest to our electors that she received by email from the Clerk. This would include events, projects and/or work we may have carried out, road closures, agendas and minutes. Should we get any adverse comments from the Community we have a standard response advising their comments have been passed to the Clerk.

The Council agreed that Facebook is an ideal tool for communicating with our electors and thanked Emma for all her hard work.

Millmoor Tree Options

The Clerk advised she had talked to Grandiflora Plant Centre, St Florence who advised that a deciduous tree, such as a Rowan/Mountain Ash, would be the most suitable for this windy area. However, this would mean that it would be bare in the winter but could still be decorated by Christmas lights as requested by residents. If planted there would have to be arrangements for it to be watered regularly over the first year.

Cllr Ian Whitby proposed we purchased one and Cllr Carys Spence seconded.

Bus Shelter Update

The Clerk advised that the Bus Shelter had now collected and arrangements were in hand for installation opposite white railings. Cllr Ian Whitby stressed that it is important that it is not right on the corner as this would not be a suitable place for the bus to stop.

AGENDA ITEMS

Election of Chair

The Clerk asked for proposals for Chair. Five proposals were received for Cllr Ian Whitby and Cllr Carys Spence seconded. Cllr Ian Whitby accepted the appointment.

Election of Vice Chair

The Clerk asked for proposals for Vice Chair. Three proposals were received for Charlotte Alexander and Cllr Mark Burch seconded. Cllr Charlotte Alexander accepted the appointment.

Cllr Ian Whitby (Chair) thanked the outgoing Chair for all his hard work throughout the year and commended him on the projects completed, for example, the new Footpath through the village, the Trafalgar Terrace Car Park, new Bus Shelter and Benches for Cenotaph.

Councillor Allowances

The Clerk requested those Councillors who wish to receive £150 expenses for 2018/2019 year end provide their NI number for enrolling on the Council's PAYE System. Those Councillors not wishing to receive the allocation should advise her accordingly. She also asked that anyone wishing to claim Care Costs for the same period please submit their claim before the end of the month.

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Cllr Ian Whitby [Chair]

Councillors were then asked to vote as to whether they wished the Council to make available annual payments for Special Duties, mileage for Council business trips, Overnight stays if required for meetings and Financial loss payments.

Councillors voted that a sum should be made available in the Ear Marked Contingency for Overnight stays only.

Review of Standing Orders and Internal Controls

The Clerk circulated the up to date Standing Orders and Internal Controls for comments and/or amendments. No amendments were put forward and Cllr Ian Whitby (Chair) proposed these were adopted and Cllr Mark Burch seconded.

Annual Return for the Year End 31 March 2018

The Clerk advised that Joan Scarratt had carried out the Internal Audit as per the terms of reference agreed with the Council and presented a copy of the Annual Return for acceptance by the Council and signing by the Chair.

Internal Auditors Report

The Clerk circulated a copy of the Internal Auditors Report.

Pembrokeshire Community Delivery Project

The Clerk circulated the following Community Delivery Project document received from Pembrokeshire County Council.

Pembrokeshire County Council advised all Town and Community Councils that their Community Delivery Project had been approved by the Council's Cabinet on the 2 July 2018. The project is seeking community support for various 'non-statutory services' which otherwise might be at risk of being withdrawn. For example, Public toilets, Play Parks, Gardens and Open Spaces.

They point out that Community delivery is not new and there are many examples of communities taking on these services and managing their green spaces. The main options are:

- County Council continues to maintain the service with the Town and Community Councils meeting the cost;
- Maintenance responsibility being transferred to Town and Community Councils;
- A full asset transfer to the Town and Community Councils takes place.

Where the Town and Community Council does not wish to take on the responsibility the County Council will likely place the asset into minimal maintenance or declare it surplus to requirements where practical to do so.

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Cllr Ian Whitby [Chair]

Meetings will be held with Town and Community Councils over the coming months in order that services that the Council is going to take over can be factored in to their precept for 2020/21.

They advised

Community delivery is about giving local people greater control in the future of their area.

Play Park Land

With the Community Delivery Project in mind the Clerk was asked to enquire as to the possibility of leasing the land our Play Park is situated on.

Signs for the Boardwalk

STB have advised the Council that they wish to replace the signs throughout the Boardwalk. The Clerk advised that in order to assist with the financial arrangements the Council will require copies and evaluations of the quotations they have received from Contractors asked to quote.

Car Park Mandate for Little Haven Regatta

The Council were asked to agree a Mandate for the Little Haven Regatta to use the Little Haven Car Park on a yearly basis. Cllr Matthew Ford proposed the Council support this and Cllr Carys Spence seconded.

Pembrokeshire Coast Triathlon Club - 8 June 2019

PCNPA have requested the Council's support for the Triathlon Club event on 8 June to be one of the community non-charging event days. Cllr Ian Whitby (Chair) proposed the Council support this and Cllr Mark Burch seconded.

Endurance Life Pembrokeshire Feedback

Endurance Life have emailed to thank the Council for the use of the car park. They have also asked us to let them have any feedback we may have on the event.

Peasey Park Lease

The Clerk confirmed we have now received a copy of the new lease for our files.

One Voice Wales (OVW) Committee Meeting Feedback

Cllr Gillian Collins attended the May One Voice Wales Area Committee Meeting and advised that the main topic of the evening was the Pembrokeshire Community Delivery Project (detailed above) giving local people greater control of the services and amenities in their area.

OVW will be providing guidance and support to all Community and Town Councils throughout the project.

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Cllr Ian Whitby [Chair]

The Chair thanked Gillian for attending the meeting and for the feedback.

Predict and Protect Model

The Clerk confirmed that she was participating in the Predict and Protect Model, along with Londis, Haven Sports and Anchor Guest House, again this year. As in the past notices will be displayed each end of the Beach on the days where there is a risk of pollution forecast due to heavy rains. We have been advised that we should get our Blue Flag back again for 2020.

Planning Applications

NP/9/0182/FUL	Single Storey Extension to NW elevation and alterations to the first floor fenestration. Regatta Cottage, Grove Place, Little Haven.	SUPPORT
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Finance Expenditure

April salary and admin expenses	492.35	
Fasthosts Emails	12.00	
Cleddau Press May Issue	272.00	
M & R Murphy Bus Shelter Delivery	510.00	
Bevan, Glass & Grass 788	429.00	
SLCC/OVW	108.00	

Finance Income

Advertising	250.00	
Honesty Box	248.09	
First Precept Payment	9834.00	
Honesty Box		

There being no further business to discuss the meeting **closed at 8.40 pm.**

THESE MINUTES ARE SUBJECT TO CONFIRMATION AT THE MEETING TO BE HELD ON 4 JUNE IN THE BOWEN MEMORIAL HALL.

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Cllr Ian Whitby [Chair]